

**INSTITUTION/LOCATION:**

**JOB TITLE:** Administrator, Psychiatry Practice Plan  
**DEPARTMENT:** Psychiatry **POSITION TYPE:** Full Time/Part Time  
**SUPERVISOR:** Sr. Administrator **HOURS:** 40 or .....more/less?

**SALARY RANGE:** \$70,000 - \$80,000

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**POSITION SUMMARY:** Example only: Direct the financial and administrative functions of the  
Please modify Department of Psychiatry faculty practice plan. This position is  
to suit your responsible for over xxx employees, a \$10 million clinical and  
needs research budget and reports directly to the Senior Academic  
Administrator, Department of Psychiatry. Planning for new  
management and budget control systems for the clinical  
practice and research expansion will be initial priorities.

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**MINIMUM QUALIFICATIONS:** Example only: Master's degree in business administration or related field or  
Please modify the equivalent combination of education and experience. At  
to suit your least 5 years related/progressive experience in management,  
needs operations, personnel, finance, accounting and strategic  
planning. The ideal candidate will have demonstrated  
entrepreneurial achievement, clinical and research  
management experience and experience in a clinical  
department of an academic medical center with a group  
practice, strategic planning abilities and strong leadership  
skills.

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**REPLY TO:** Example only: Send resume to:  
Please modify John Doe, Administrator  
to suit your University of Anywhere Medical School  
needs Address  
City, State Zip code  
Phone # xxx-xxx-xxxx

Example only:  
Please modify or **Apply Now** by sending your resume to:  
to suit your E-mail address@anyschool.edu  
needs